

**PRINCE WILLIAM COUNTY  
LOCAL HUMAN RIGHTS COMMITTEE  
MINUTES**

**April 3, 2013  
3:00 P.M.**

**Committee Members Present:** Debbie Mahaffee, Ann Pascoe, Linda Beard,  
Pam Horak, Carol Stair, Robbie Kelly

**Committee Members Absent:** None

**CSB Staff:** Cora Swett

**Regional Human Rights Advocate** – None

**LHRC Affiliates Present:**

Community Concept – Peter Whang, Donalda Jones

ARC Greater Prince William-INSIGHT – Susan Rudolph, Christina Nicol,  
Tomica Timmon

Family Insight, Inc. – Tracey Guard-Matos

Destiny Place, LLC – Chantay Anderson, Deborah Roundtree

**Behavior Consultants:**

Alternative Path Training School – Emilia Formosa, Gerri Barhato

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The regular scheduled meeting of the Prince William Local Human Rights  
Committee was convened on April 3, 2013 at 3:05 p.m. in the Conference Room,  
Prince William Club, 8521 Phoenix Drive, Manassas, Virginia.

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## **APPROVAL OF MINUTES**

### **RESOLUTION 04-03-01**

**MOTION:** Beard

**SECOND:** Stair

**WHEREAS**, the Prince William Local Human Rights Committee has reviewed the minutes of March 13, 2013; and

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the amended minutes of the March 13, 2013 meeting.

**Vote:**

**Ayes--**Mahaffee, Pascoe, Beard, Horak, Stair, Kelly

**Nays—**None

**Abstained From Vote -** None

**Absent During Vote—**None

**Absent From Meeting—**None

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**AUTHORIZED CLOSED SESSION**

**RESOLUTION 04-03-02**

**MOTION:** Mahaffee

**SECOND:** Stair

**WHEREAS**, the Prince William County Local Human Rights Committee desires to discuss in Closed Session client related matters; and

**WHEREAS**, pursuant to VA Code 2.1-344(A) paragraph 15 for the protection of the privacy of individuals and their records in personal matters not related to public business such discussions may occur in Closed Session;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William County Local Human Rights Committee does hereby authorize discussion of the aforestated matters in Closed Session.

**Vote:**

**Ayes**—Mahaffee, Pascoe, Beard, Horak, Stair, Kelly

**Nays**—None

**Absent During Vote**—None

**Absent From Meeting**—None

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## **CERTIFICATION OF CLOSED SESSION**

### **RESOLUTION 04-03-03**

**MOTION:** Mahaffee

**SECOND:** Stair

**WHEREAS**, the Prince William County Local Human Rights Committee has this day adjourned into Closed Session in accordance with a formal vote of the Committee, and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, the Freedom of Information act requires certification that such Closed Session was conducted in conformity with the law;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William County Local Human Rights Committee does hereby certify that to the best of their knowledge only matters lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed or considered.

**Vote:**

**Ayes**—Mahaffee, Beard, Pascoe, Horak, Stair, Kelly

**Nays**—None

**Absent During Vote**—None

**Absent From Meeting**—None

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**RESTRICTIVE BEHAVIOR PLAN REVIEWS:**

**Reviewed Updates from March 13, 2013 meeting for D.C., R.D., M.A., E.K. & N.J.**

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**APPROVED CONTINUED USE OF RESTRICTIVE BEHAVIOR PLAN FOR EDDIE N.**

**RESOLUTION 04-03-04**

**MOTION:** Stair

**SECOND:** Kelly

**WHEREAS**, the Restrictive Behavior Plan for Eddie N. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

**WHEREAS**, the Restrictive Plan for Eddie N. has been presented to the Prince William Local Human Rights Committee for approval;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the use of the Restrictive Behavior Plan for Eddie N.

**Vote:**

**Ayes**—Mahaffee, Pascoe, Beard, Horak, Stair, Kelly

**Nays**—None

**Abstained**--None

**Absent During Vote**—None

**Absent From Meeting** --None

**APPROVED CONTINUED USE OF RESTRICTIVE BEHAVIOR PLAN  
FOR DEANA F.**

**RESOLUTION 04-03-05**

**MOTION:** Stair

**SECOND:** Kelly

**WHEREAS**, the Restrictive Behavior Plan for Deana F. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

**WHEREAS**, the Restrictive Behavior Plan for Deana F. has been presented to the Prince William Local Human Rights Committee for approval;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Deana F.

**Vote:**

**Ayes**—Mahaffee, Pascoe, Beard, Horak, Stair, Kelly

**Nays**—None

**Abstained**--None

**Absent During Vote**—None

**Absent From Meeting** --None

**APPROVED CONTINUED USE OF THE RESTRICTIVE BEHAVIOR  
PLAN FOR JOSH M.**

**RESOLUTION 04-03-06**

**MOTION:** Mahaffee

**SECOND:** Stair

**WHEREAS**, the Restrictive Behavior Plan for Josh M. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

**WHEREAS**, the Restrictive Behavior Plan for Josh M. has been presented to the Prince William Local Human Rights Committee for approval;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the use of the Restrictive Behavior Plan for Josh M.

**Vote:**

**Ayes**—Mahaffee, Beard, Pascoe, Horak, Stair

**Nays**—None

**Abstained**--Kelly

**Absent During Vote**—None

**Absent From Meeting** --None

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**APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR TEVY M.**

**RESOLUTION 04-03-07**

**MOTION:** Mahaffee

**SECOND:** Stair

**WHEREAS**, the Restrictive Behavior Plan for Tevy M. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

**WHEREAS**, the Restrictive Behavior Plan for Tevy M. has been reviewed by the Prince William Local Human Rights Committee;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Tevy M.

**Vote:**

**Ayes**—Mahaffee, Beard, Pascoe, Stair, Horak

**Nays**--None

**Abstained**--Kelly

**Absent During Vote**—None

**Absent From Meeting** --None



**APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR ASHLEY C.**

**RESOLUTION 04-02-08**

**MOTION:** Mahaffee

**SECOND:** Stair

**WHEREAS**, the Restrictive Behavior Plan for Ashley C. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

**WHEREAS**, the Restrictive Behavior Plan for Ashley C. has been reviewed by the Prince William Local Human Rights Committee;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Ashley C.

**Vote:**

**Ayes**—Mahaffee, Beard, Pascoe, Horak, Stair

**Nays**--None

**Abstained**--Kelly

**Absent During Vote**—None

**Absent From Meeting** --None

**APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR ROBBIE A.**

**RESOLUTION 04-03-09**

**MOTION:** Stair

**SECOND:** Mahaffee

**WHEREAS**, the Restrictive Behavior Plan for Robbie A. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

**WHEREAS**, the Restrictive Behavior Plan for Robbie A. has been reviewed by the Prince William Local Human Rights Committee;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Robbie A.

**Vote:**

**Ayes**—Mahaffee, Beard, Pascoe, Stair, Horak

**Nays**--None

**Abstained**--Kelly

**Absent During Vote**—None

**Absent From Meeting** --None

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**APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR NATHAN J.**

**RESOLUTION 04-03-10**

**MOTION:** Mahaffee

**SECOND:** Stair

**WHEREAS**, the Restrictive Behavior Plan for Nathan J. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

**WHEREAS**, the Restrictive Behavior Plan for Nathan J. has been reviewed by the Prince William Local Human Rights Committee;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Nathan J.

**Vote:**

**Ayes**—Mahaffee, Beard, Pascoe, Stair, Horak

**Nays**--None

**Abstained**--Kelly

**Absent During Vote**—None

**Absent From Meeting** --None

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## **ANNUAL PROGRAM REVIEW**

### **Family Insight, Inc.:**

Tracey Guard-Montos, Director for the Manassas Area Family Inight, Inc., presented their Annual Report for 2012. They served 35 individuals and had no incidents that needed to be reported. They currently have eight staff and are in the process of hiring two or three more.

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### **Destiny Place, LLC.**

Ms. Chantay Anderson, Program Manager for Destiny Place presented their Annual Report for 2012.

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## **HUMAN RIGHTS ADVOCATE REPORT**

There was no report.

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## **REVIEW OF MEDICATION ADMINISTRATION POLICY FOR COMMUNITY VISION, LLC**

The Committee reviewed the policy for Community Vision and Community Concepts for dispensing of PRN medications.

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## **PROGRAM VISITS TO AFFILIATE PROGRAMS**

The Committee will decide at their May meeting which program they will visit in May.

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## **OTHER BUSINESS:**

The Chair appointed Carol Stair and Ann Pascoe to the Nominating Committee for Officers to serve for the next year. Their nominations will be presented to the full Committee in May with a formal vote in June, 2013. The new officers will take office at the first meeting in July.

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## **ADJOURNMENT**

### **RESOLUTION 04-03-13**

**MOTION:** Kelly  
**SECOND:** Beard

There being no further business to discuss, the April 3, 2013 meeting of the Local Human Rights Committee was adjourned at 5:30 p.m.

### **Vote:**

**Ayes**—Mahaffee, Beard, Pascoe, Horak, Stair, Kelly

**Nays**—None

**Absent During Vote**—None

**Absent From Meeting** – None

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